

WD 05-2087 (Rev.-8) was first posted on www.wdol.gov on 10/07/2008

REGISTER OF WAGE DETERMINATIONS UNDER	U.S. DEPARTMENT OF LABOR
THE SERVICE CONTRACT ACT	EMPLOYMENT STANDARDS ADMINISTRATION
By direction of the Secretary of Labor	WAGE AND HOUR DIVISION
	WASHINGTON D.C. 20210

Shirley F. Ebbesen	Division of	Wage Determination No.: 2005-2087
Director	Wage Determinations	Revision No.: 8
		Date Of Revision: 09/29/2008

Applicable in the state of Connecticut in the Hartford Standard Metropolitan Statistical Area as follows:

HARTFORD COUNTY - Avon Town, Bloomfield Town, Canton Town, East Granby Town, East Hartford Town, East Windsor Town, Enfield Town, Farmington Town, Glastonbury Town, Granby Town, Hartford City, Manchester Town, Marlborough Town, Newington Town, Rocky Hill Town, Simsbury Town, South Windsor Town, Suffield Town, West Hartford Town, Wethersfield Town, Windsor Town, Windsor Locks Town

LITCHFIELD COUNTY - New Hartford Town

MIDDLESEX COUNTY - Cromwell Town, East Hampton Town, Portland Town

NEW LONDON COUNTY - Colchester Town

TOLLAND COUNTY - Andover City, Bolton Coty, Columbia Town, Coventry City, Ellington City, Hebron Town, Stafford Town, Tolland Town, Vernon City, Willington Town

****Fringe Benefits Required Follow the Occupational Listing****

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	14.97
01012 - Accounting Clerk II	16.80
01013 - Accounting Clerk III	19.01
01020 - Administrative Assistant	27.21
01040 - Court Reporter	18.41
01051 - Data Entry Operator I	14.50
01052 - Data Entry Operator II	17.16
01060 - Dispatcher, Motor Vehicle	17.61
01070 - Document Preparation Clerk	14.41
01090 - Duplicating Machine Operator	14.41
01111 - General Clerk I	14.42
01112 - General Clerk II	16.64
01113 - General Clerk III	18.51
01120 - Housing Referral Assistant	22.25
01141 - Messenger Courier	13.64
01191 - Order Clerk I	14.15
01192 - Order Clerk II	15.45
01261 - Personnel Assistant (Employment) I	17.36
01262 - Personnel Assistant (Employment) II	19.43
01263 - Personnel Assistant (Employment) III	21.77
01270 - Production Control Clerk	22.33
01280 - Receptionist	14.00

01290 - Rental Clerk	16.43
01300 - Scheduler, Maintenance	17.83
01311 - Secretary I	17.83
01312 - Secretary II	19.97
01313 - Secretary III	22.25
01320 - Service Order Dispatcher	18.66
01410 - Supply Technician	27.21
01420 - Survey Worker	18.76
01531 - Travel Clerk I	12.72
01532 - Travel Clerk II	13.86
01533 - Travel Clerk III	15.08
01611 - Word Processor I	15.01
01612 - Word Processor II	16.85
01613 - Word Processor III	18.85
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	20.12
05010 - Automotive Electrician	20.12
05040 - Automotive Glass Installer	20.21
05070 - Automotive Worker	18.37
05110 - Mobile Equipment Servicer	16.87
05130 - Motor Equipment Metal Mechanic	19.94
05160 - Motor Equipment Metal Worker	18.37
05190 - Motor Vehicle Mechanic	19.45
05220 - Motor Vehicle Mechanic Helper	16.08
05250 - Motor Vehicle Upholstery Worker	17.64
05280 - Motor Vehicle Wrecker	18.37
05310 - Painter, Automotive	19.23
05340 - Radiator Repair Specialist	18.37
05370 - Tire Repairer	15.68
05400 - Transmission Repair Specialist	19.94
07000 - Food Preparation And Service Occupations	
07010 - Baker	13.25
07041 - Cook I	13.79
07042 - Cook II	15.02
07070 - Dishwasher	10.14
07130 - Food Service Worker	11.14
07210 - Meat Cutter	19.36
07260 - Waiter/Waitress	10.42
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	18.43
09040 - Furniture Handler	13.89
09080 - Furniture Refinisher	18.43
09090 - Furniture Refinisher Helper	15.47
09110 - Furniture Repairer, Minor	16.97
09130 - Upholsterer	19.11
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	11.34
11060 - Elevator Operator	12.12
11090 - Gardener	16.01
11122 - Housekeeping Aide	12.12
11150 - Janitor	14.48
11210 - Laborer, Grounds Maintenance	13.49
11240 - Maid or Houseman	10.74
11260 - Pruner	12.13
11270 - Tractor Operator	15.05
11330 - Trail Maintenance Worker	13.49
11360 - Window Cleaner	14.62
12000 - Health Occupations	
12010 - Ambulance Driver	17.57
12011 - Breath Alcohol Technician	19.92

12012	- Certified Occupational Therapist Assistant	23.24
12015	- Certified Physical Therapist Assistant	22.96
12020	- Dental Assistant	17.88
12025	- Dental Hygienist	31.94
12030	- EKG Technician	22.05
12035	- Electroneurodiagnostic Technologist	22.05
12040	- Emergency Medical Technician	17.57
12071	- Licensed Practical Nurse I	19.51
12072	- Licensed Practical Nurse II	21.91
12073	- Licensed Practical Nurse III	24.49
12100	- Medical Assistant	14.96
12130	- Medical Laboratory Technician	17.74
12160	- Medical Record Clerk	15.85
12190	- Medical Record Technician	17.72
12195	- Medical Transcriptionist	16.30
12210	- Nuclear Medicine Technologist	32.81
12221	- Nursing Assistant I	10.71
12222	- Nursing Assistant II	12.03
12223	- Nursing Assistant III	13.12
12224	- Nursing Assistant IV	14.45
12235	- Optical Dispenser	21.49
12236	- Optical Technician	17.82
12250	- Pharmacy Technician	15.93
12280	- Phlebotomist	14.45
12305	- Radiologic Technologist	26.09
12311	- Registered Nurse I	26.29
12312	- Registered Nurse II	31.54
12313	- Registered Nurse II, Specialist	31.54
12314	- Registered Nurse III	38.15
12315	- Registered Nurse III, Anesthetist	38.15
12316	- Registered Nurse IV	45.73
12317	- Scheduler (Drug and Alcohol Testing)	19.95
13000	- Information And Arts Occupations	
13011	- Exhibits Specialist I	19.68
13012	- Exhibits Specialist II	24.49
13013	- Exhibits Specialist III	28.76
13041	- Illustrator I	20.45
13042	- Illustrator II	25.34
13043	- Illustrator III	31.00
13047	- Librarian	27.89
13050	- Library Aide/Clerk	12.40
13054	- Library Information Technology Systems Administrator	25.19
13058	- Library Technician	17.22
13061	- Media Specialist I	18.17
13062	- Media Specialist II	20.33
13063	- Media Specialist III	22.66
13071	- Photographer I	19.17
13072	- Photographer II	22.01
13073	- Photographer III	26.63
13074	- Photographer IV	32.48
13075	- Photographer V	39.41
13110	- Video Teleconference Technician	15.84
14000	- Information Technology Occupations	
14041	- Computer Operator I	16.02
14042	- Computer Operator II	18.76
14043	- Computer Operator III	23.13
14044	- Computer Operator IV	24.26
14045	- Computer Operator V	26.85
14071	- Computer Programmer I (1)	21.50
14072	- Computer Programmer II (1)	

14073	- Computer Programmer III (1)	
14074	- Computer Programmer IV (1)	
14101	- Computer Systems Analyst I (1)	
14102	- Computer Systems Analyst II (1)	
14103	- Computer Systems Analyst III (1)	
14150	- Peripheral Equipment Operator	16.02
14160	- Personal Computer Support Technician	24.26
15000	- Instructional Occupations	
15010	- Aircrew Training Devices Instructor (Non-Rated)	30.22
15020	- Aircrew Training Devices Instructor (Rated)	36.56
15030	- Air Crew Training Devices Instructor (Pilot)	43.82
15050	- Computer Based Training Specialist / Instructor	30.22
15060	- Educational Technologist	26.85
15070	- Flight Instructor (Pilot)	43.82
15080	- Graphic Artist	23.64
15090	- Technical Instructor	22.50
15095	- Technical Instructor/Course Developer	27.72
15110	- Test Proctor	19.69
15120	- Tutor	19.69
16000	- Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010	- Assembler	9.70
16030	- Counter Attendant	9.70
16040	- Dry Cleaner	12.30
16070	- Finisher, Flatwork, Machine	9.70
16090	- Presser, Hand	9.70
16110	- Presser, Machine, Drycleaning	9.70
16130	- Presser, Machine, Shirts	9.70
16160	- Presser, Machine, Wearing Apparel, Laundry	9.70
16190	- Sewing Machine Operator	13.52
16220	- Tailor	14.60
16250	- Washer, Machine	10.56
19000	- Machine Tool Operation And Repair Occupations	
19010	- Machine-Tool Operator (Tool Room)	20.70
19040	- Tool And Die Maker	24.07
21000	- Materials Handling And Packing Occupations	
21020	- Forklift Operator	16.24
21030	- Material Coordinator	20.73
21040	- Material Expediter	21.04
21050	- Material Handling Laborer	13.94
21071	- Order Filler	14.22
21080	- Production Line Worker (Food Processing)	16.24
21110	- Shipping Packer	15.72
21130	- Shipping/Receiving Clerk	15.45
21140	- Store Worker I	12.51
21150	- Stock Clerk	16.79
21210	- Tools And Parts Attendant	16.24
21410	- Warehouse Specialist	16.24
23000	- Mechanics And Maintenance And Repair Occupations	
23010	- Aerospace Structural Welder	24.85
23021	- Aircraft Mechanic I	23.67
23022	- Aircraft Mechanic II	24.85
23023	- Aircraft Mechanic III	26.09
23040	- Aircraft Mechanic Helper	19.09
23050	- Aircraft, Painter	23.07
23060	- Aircraft Servicer	20.93
23080	- Aircraft Worker	21.81
23110	- Appliance Mechanic	20.27
23120	- Bicycle Repairer	15.68
23125	- Cable Splicer	28.94
23130	- Carpenter, Maintenance	21.98

23140 - Carpet Layer	21.26
23160 - Electrician, Maintenance	26.01
23181 - Electronics Technician Maintenance I	22.69
23182 - Electronics Technician Maintenance II	23.67
23183 - Electronics Technician Maintenance III	24.71
23260 - Fabric Worker	20.04
23290 - Fire Alarm System Mechanic	22.65
23310 - Fire Extinguisher Repairer	19.16
23311 - Fuel Distribution System Mechanic	28.46
23312 - Fuel Distribution System Operator	23.76
23370 - General Maintenance Worker	18.70
23380 - Ground Support Equipment Mechanic	23.67
23381 - Ground Support Equipment Servicer	20.93
23382 - Ground Support Equipment Worker	21.81
23391 - Gunsmith I	19.16
23392 - Gunsmith II	20.85
23393 - Gunsmith III	22.65
23410 - Heating, Ventilation And Air-Conditioning Mechanic	23.58
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	
24.42	
23430 - Heavy Equipment Mechanic	23.04
23440 - Heavy Equipment Operator	23.81
23460 - Instrument Mechanic	22.09
23465 - Laboratory/Shelter Mechanic	21.75
23470 - Laborer	12.74
23510 - Locksmith	23.17
23530 - Machinery Maintenance Mechanic	22.23
23550 - Machinist, Maintenance	21.11
23580 - Maintenance Trades Helper	17.02
23591 - Metrology Technician I	22.09
23592 - Metrology Technician II	23.21
23593 - Metrology Technician III	25.00
23640 - Millwright	22.49
23710 - Office Appliance Repairer	21.75
23760 - Painter, Maintenance	20.27
23790 - Pipefitter, Maintenance	24.90
23810 - Plumber, Maintenance	23.50
23820 - Pneudraulic Systems Mechanic	22.65
23850 - Rigger	22.65
23870 - Scale Mechanic	20.85
23890 - Sheet-Metal Worker, Maintenance	23.25
23910 - Small Engine Mechanic	19.45
23931 - Telecommunications Mechanic I	22.43
23932 - Telecommunications Mechanic II	23.22
23950 - Telephone Lineman	22.04
23960 - Welder, Combination, Maintenance	21.54
23965 - Well Driller	22.63
23970 - Woodcraft Worker	22.85
23980 - Woodworker	18.67
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	12.63
24580 - Child Care Center Clerk	17.70
24610 - Chore Aide	10.73
24620 - Family Readiness And Support Services Coordinator	19.03
24630 - Homemaker	21.01
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	26.64
25040 - Sewage Plant Operator	22.13
25070 - Stationary Engineer	26.64
25190 - Ventilation Equipment Tender	20.59

25210 - Water Treatment Plant Operator	22.13
27000 - Protective Service Occupations	
27004 - Alarm Monitor	19.25
27007 - Baggage Inspector	12.41
27008 - Corrections Officer	24.72
27010 - Court Security Officer	25.55
27030 - Detection Dog Handler	19.25
27040 - Detention Officer	24.72
27070 - Firefighter	25.45
27101 - Guard I	12.41
27102 - Guard II	19.25
27131 - Police Officer I	26.48
27132 - Police Officer II	29.49
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	13.10
28042 - Carnival Equipment Repairer	13.74
28043 - Carnival Equipment Worker	11.09
28210 - Gate Attendant/Gate Tender	14.40
28310 - Lifeguard	12.83
28350 - Park Attendant (Aide)	16.10
28510 - Recreation Aide/Health Facility Attendant	11.76
28515 - Recreation Specialist	16.94
28630 - Sports Official	12.83
28690 - Swimming Pool Operator	17.45
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	26.87
29020 - Hatch Tender	26.87
29030 - Line Handler	26.87
29041 - Stevedore I	25.81
29042 - Stevedore II	28.01
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	37.19
30011 - Air Traffic Control Specialist, Station (HFO) (2)	25.65
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	28.25
30021 - Archeological Technician I	17.98
30022 - Archeological Technician II	20.11
30023 - Archeological Technician III	25.41
30030 - Cartographic Technician	24.21
30040 - Civil Engineering Technician	31.76
30061 - Drafter/CAD Operator I	16.96
30062 - Drafter/CAD Operator II	19.38
30063 - Drafter/CAD Operator III	21.78
30064 - Drafter/CAD Operator IV	27.11
30081 - Engineering Technician I	16.12
30082 - Engineering Technician II	18.50
30083 - Engineering Technician III	20.82
30084 - Engineering Technician IV	25.79
30085 - Engineering Technician V	33.14
30086 - Engineering Technician VI	38.16
30090 - Environmental Technician	21.21
30210 - Laboratory Technician	20.03
30240 - Mathematical Technician	24.21
30361 - Paralegal/Legal Assistant I	19.44
30362 - Paralegal/Legal Assistant II	24.04
30363 - Paralegal/Legal Assistant III	29.28
30364 - Paralegal/Legal Assistant IV	35.52
30390 - Photo-Optics Technician	24.21
30461 - Technical Writer I	22.13
30462 - Technical Writer II	27.06
30463 - Technical Writer III	30.62

30491 - Unexploded Ordnance (UXO) Technician I	23.64
30492 - Unexploded Ordnance (UXO) Technician II	28.60
30493 - Unexploded Ordnance (UXO) Technician III	34.28
30494 - Unexploded (UXO) Safety Escort	23.64
30495 - Unexploded (UXO) Sweep Personnel	23.64
30620 - Weather Observer, Combined Upper Air Or Surface Programs (2)	21.78
30621 - Weather Observer, Senior (2)	24.21
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	11.63
31030 - Bus Driver	16.97
31043 - Driver Courier	14.27
31260 - Parking and Lot Attendant	10.21
31290 - Shuttle Bus Driver	14.97
31310 - Taxi Driver	15.47
31361 - Truckdriver, Light	14.97
31362 - Truckdriver, Medium	18.94
31363 - Truckdriver, Heavy	20.64
31364 - Truckdriver, Tractor-Trailer	20.64
99000 - Miscellaneous Occupations	
99030 - Cashier	9.93
99050 - Desk Clerk	11.13
99095 - Embalmer	25.38
99251 - Laboratory Animal Caretaker I	10.75
99252 - Laboratory Animal Caretaker II	11.29
99310 - Mortician	31.43
99410 - Pest Controller	15.45
99510 - Photofinishing Worker	12.10
99710 - Recycling Laborer	14.55
99711 - Recycling Specialist	15.89
99730 - Refuse Collector	13.86
99810 - Sales Clerk	13.53
99820 - School Crossing Guard	12.78
99830 - Survey Party Chief	21.92
99831 - Surveying Aide	12.09
99832 - Surveying Technician	19.92
99840 - Vending Machine Attendant	13.65
99841 - Vending Machine Repairer	15.61
99842 - Vending Machine Repairer Helper	13.65

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.24 per hour or \$129.60 per week or \$561.60 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, 4 weeks after 15 years, and 5 weeks after 25 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of eleven paid holidays per year: New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am.

If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordinance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that

represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C) (vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be

conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.